



CITY OF MURRIETA

Development Services Department

Planning Division

1 Town Square | Murrieta, CA 92562 | 951-461-6061

Application for Landscape Permit

For Planning Office Use Only

Case Number: _____ Date Submitted: _____ Received by: _____

PROJECT & PROPERTY INFORMATION

Original Case Number Landscape

Plans are associated with: _____ Original Approval Date: _____

PROJECT NAME: _____

PROJECT DESCRIPTION (I.E. LANDSCAPE PLANS FOR ABC HOUSING DEVELOPMENT (TRACT 12345-6) OR COMMERCIAL DEVELOPMENT, PAD 2 (USE).

Assessor's Parcel Number(s): _____

Tract/Parcel Map Number(s): _____
(If Associated with a Residential Map)

Property Address/Location: _____

Site Area _____ Square Footage _____
(in AC or SF) _____ of Landscape Area: _____

Number of Sheets: _____ @ \$200.00 per sheet for Plan Check

APPLICANT/PROJECT MANAGER/OWNER INFORMATION

PLEASE INDICATE WHICH OF FOLLOWING WILL FUNCTION AS THE CONTACT PERSON FOR THIS PROCESS (SELECT ONLY **ONE**): Landscape Architect Applicant/Developer Project Manager Property Owner Other

APPLICANT/DEVELOPER

Contact Name: _____ E-Mail: _____

Company Name: _____

Mailing Address: _____

Street

City

State

ZIP

Daytime Phone No: () _____ Fax No: () _____

LANDSCAPE ARCHITECT

Contact Name: _____ E-Mail: _____

Company Name: _____

Mailing Address: _____
Street

City State ZIP

Daytime Phone No: () _____ Fax No.: () _____

PROJECT MANAGER (Representative for Developer)

Contact Name: _____ E-Mail: _____

Company Name: _____

Mailing Address: _____
Street

City State ZIP

Daytime Phone No: () _____ Fax No: () _____

PROPERTY OWNER

Name: _____ E-Mail: _____

Mailing Address: _____
Street

City State ZIP

Daytime Phone No: () _____ Fax No: () _____

If the property is owned by more than one person, attach a separate page that references the application case number and lists the names, mailing addresses, and phone numbers of all persons having an interest in the real property or properties involved in this application.

FILING INSTRUCTIONS FOR LANDSCAPE PERMIT APPLICATION

The following instructions are intended to provide the necessary information and procedures to facilitate the processing of the Landscape Permit application. Your cooperation with these instructions will insure that your application can be processed in the most expeditious manner possible.

THE LANDSCAPE PERMIT FILING PACKAGE MUST CONSIST OF THE FOLLOWING:

INITIAL SUBMITTAL:

1. One complete and signed application form.
2. One complete and signed *Depositor Application* (if a depositor ID has not been previously established). To download form, go to <http://www.murrieta.org/cityhall/finance/forms.asp> .
3. The appropriate deposit fee for the application type or types.
To view the Fee Schedule, go to <http://www.murrieta.org/cityhall/cd/planning/apps.asp>

This is a deposit based application and is billed on a time worked basis. Additional funds may/will be requested to cover costs of review, mailing, etc.
4. One (1) set of the Conditions of Approval with any applicable mitigation measures.
5. One (1) set of full size (24" x 36") copies of the following exhibits (All exhibits must be folded no larger than 8 ½"x11"):
 - a. Approved Site Plan with Planning Division Approval stamp.
 - b. Precise Grade Plan.
6. Three (3) sets of full size Landscape Plan consisting of the following exhibits:
 - a. Planting Design Plan
 - b. Irrigation Design Plan
Commercial Projects - Refer to Handout Titled. "Planting and Irrigation Construction Plan Submittal Requirements for Commercial Project Landscaping" and "Planting and Irrigation Construction Plan Submittal Requirements for Subdivision Tract and Commercial Slopes"

Residential Projects – Refer to Handout Titled: "Planting and Irrigation Construction Plan Submittal Requirements for Housing Tract Production Front Yards" and "Planting and Irrigation Construction Plan Submittal Requirements for Subdivision Tract and Commercial Slopes"
7. One (1) copy of plans in reduced size of 11" x 17" of the following exhibits:
 - a. Approved Site Plan with Planning Division Approval stamp.
 - b. Precise Grade Plan.
 - c. Proposed Planting and Irrigation Design Plan
8. Water Budget Calculations Sheet (Section A)

The plans for the 1st submittal may be rolled. At final approval, all sets of plans must have city approval signatures on the plans. Final submittals include: 2 sets of rolled plans-stapled and bound, 2 sets of plans reduced to 11"x17" and stapled at the left edge of the sheets, and 1 disk of a PDF of the approved plans. The disk shall be labeled with the City Case Number, the name of the project, the date approved, the tract number (if applicable, and "Landscape Plans".

Additional copies of this application may be obtained from the Planning Division's Web Page at
<https://www.murrietaca.gov/departments/planning/apps.asp>

Water Budget Calculations Sheet (Section A)

THE WORKSHEET WITH FORMULA CALCULATIONS MAY BE DOWNLOADED HERE: [Landscape Water Use Calculations](#)

City of Murrieta Landscape Water Use Calculations
Project Type (Select)
 (Insert Project Name, Description)
FALSE ETo allowance

Applicant to use drop down menus in cells that indicate a selection to describe each hydrozone.
 Where "INPUT" is shown, applicant to enter project specific information.
 Please note that embedded formulas will reflect as 'false' or as an error until selections are completed.

1 Maximum Annual Water Allowance (MAWA)

INPUT the total square footage of landscape = [] S.F.
 INPUT the Hist. ETo for the area = []
 MAWA = [0] cu ft / yr

2 Estimated Annual Water Use (EAWU)

Hydrozone #	Plant Factor	Plant Type	Water Use
Hydrozone # 1 INPUT Square Foot Area of Hydrozone = [] Hydrozone Irrigation Efficiency = FALSE EAWU = [#DIV/0!] cu ft / yr	[] FALSE	[]	[]
Hydrozone # 2 INPUT square footage of hydrozone = [] Hydrozone Irrigation Efficiency = FALSE EAWU = [#DIV/0!] cu ft / yr	[] FALSE	[]	[]
Hydrozone # 3 INPUT square footage of hydrozone = [] Hydrozone Irrigation Efficiency = FALSE EAWU = [#DIV/0!] cu ft / yr	[] FALSE	[]	[]
Hydrozone # 4 INPUT square footage of hydrozone = [] Hydrozone Irrigation Efficiency = FALSE EAWU = [#DIV/0!] cu ft / yr	[] FALSE	[]	[]
Hydrozone # 5 INPUT square footage of hydrozone = [] Hydrozone Irrigation Efficiency = FALSE EAWU = [#DIV/0!] cu ft / yr	[] FALSE	[]	[]
Hydrozone # 6 INPUT square footage of hydrozone = [] Hydrozone Irrigation Efficiency = FALSE EAWU = [#DIV/0!] cu ft / yr	[] FALSE	[]	[]

SubTotal EAWU = [#DIV/0!] cu ft / yr
 Input Irrigation System Operation Factor = [0.85]
 Total EAWU = [#DIV/0!] cu ft / yr
 MAWA - EAWU = [#DIV/0!] cu ft / yr
 (this number must be positive)

PERCENTAGE OF WATER SAVED RELATIVE TO MAX. ALLOWED = [#DIV/0!]

* Trees are not required to be listed as a separate hydrozone if understory is planted with plants of an equal or higher plant factor, and foot area is already included in calculations.

This certificate is filled out by the project applicant upon completion of the landscape project in accordance with Murrieta Development Code (MDC) Section 16.28.050.C.

PART 1. PROJECT INFORMATION SHEET

Date:	Project Case No:	
Project Name:	Landscape Case No. (e.g. LAND-2018-XXXX):	
Name of Project Applicant:	Telephone No.	
	Fax No.	
Title	Email Address	
Company	Street Address	
City	State	Zip Code
Project Type (Residential-SF/MF, Commercial, Office,etc.):	Area of Landscape (in sq. ft.):	Is Landscaping New, Retrofit, or Both (if both identify sq. ft. for each)?

Project Address and Location:

Street Address		Parcel, tract or lot number, if available.
City		Latitude/Longitude (optional)
State	Zip Code	

Property Owner or his/her designee:

Name (Print)	Telephone No.	
	Fax No.	
Title	Email Address	
Company	Street Address	
City	State	Zip Code

Property Owner

"I/we certify that I/we have received copies of all the documents within the Landscape Documentation Package and the Certificate of Completion and that it is our responsibility to see that the project is maintained in accordance with the Landscape and Irrigation Maintenance Schedule."

Property Owner Signature Date

Please answer the questions below:

1. Date the Landscape Documentation Package was submitted to the local agency _____
2. Date the Landscape Documentation Package was approved by the local agency _____
3. Date that a copy of the Water Efficient Landscape Worksheet (including the Water Budget Calculation) was submitted to the local water purveyor _____

PART 2. CERTIFICATION OF INSTALLATION ACCORDING TO THE LANDSCAPE DOCUMENTATION PACKAGE

“I/we certify that based upon periodic site observations, the work has been completed in accordance with MDC Section 16.28-Landscape Standards and that the landscape planting and irrigation installation conform with the criteria and specifications of the approved Landscape Documentation Package.”

Signature*	Date	
Name (print)	Telephone No.	
	Fax No.	
Title	Email Address	
License No. or Certification No.		
Company	Street Address	
City	State	Zip Code

*Signer of the landscape design plan, signer of the irrigation plan, or a licensed landscape contractor.

PART 3. IRRIGATION SCHEDULING

Attach parameters for setting the irrigation schedule on controller per MDC 16.28 (State ordinance Section 492.10).

PART 4. SCHEDULE OF LANDSCAPE AND IRRIGATION MAINTENANCE

Attach schedule of Landscape and Irrigation Maintenance per MDC 16.28 (State ordinance Section 492.11).

PART 5. LANDSCAPE IRRIGATION AUDIT REPORT

Attach Landscape Irrigation Audit Report per MDC 16.28 (State ordinance Section 492.12).

PART 6. SOIL MANAGEMENT REPORT

Attach soil analysis report, if not previously submitted with the Landscape Documentation Package per MDC 16.28 (State ordinance Section 492.6).

Attach documentation verifying implementation of recommendations from soil analysis report per MDC 16.28 (State ordinance Section 492.6).